

**ALEXANDRIA TOWNSHIP COMMITTEE MEETING
MINUTES
OCTOBER 13, 2021**

This meeting was advertised in the Hunterdon County Democrat, and notice posted in the
Alexandria Township Municipal Offices and the Alexandria Township Website,
(www.alexandrianj.gov) as required by the Open Public Meetings Act.

Meeting Called to order at 8:06 PM.

ROLL CALL:

PRESENT: Mayor Plumer, Committeeman Pfefferle, Committeeman Kiernan, Twp. Atty. Dragan

ABSENT: None

FLAG SALUTE:

Mayor Plumer led the flag salute.

UNFINISHED BUSINESS:

- Hunterdon Area Energy Cooperative (HAEC) Program for 2022

Township Clerk/Administrator Bobrowski advised the Township Committee that on September 23rd the energy auction did not receive favorable pricing from their bids and that the Hunterdon Area Energy Cooperative Community Energy Program will be discontinued at this time. Letters will be mailed out to the residents advising that their meter will be read for the final time on November 30, 2021, and that the program will be ending. The Hunterdon Area Energy Cooperative Community Energy Program will be able to go out to bid on October 20, 2021. If the auction is successful, then residents can participate again in March of 2022 the same way last year. All residents will be opted in per a letter that will be mailed out and will need to opt out if they wish to do so. Township Clerk/Administrator Bobrowski noted that she will advise the Township Committee at the November meeting how the October 20th bid opening went. Also as requested by the Township Committee at the September 8th meeting was for Township Clerk/Administrator Bobrowski to advise how many municipalities provide this energy program to their residents. Township Clerk/Administrator Bobrowski advised that of the 26 municipalities in the County only 10 are in the program and they will continue. Lebanon Boro works with Constellation Energy and Union Township uses a company through their insurance carrier. The other 14 Townships do not participate and did not want to participate in the Hunterdon Area Energy Cooperative Community Energy Program when they were approached.

- RFP's for Professionals

It was determined that the new Township Committee members post-election will meet with the Township professionals by the end of the year and then go month to month for Re-Org while going out for RFP's to appoint Township professionals in 2022.

NEW BUSINESS:

NOTE: Mayor Plumer recused himself from the following matters and left the meeting at 8:29 PM. Deputy Mayor Pfefferle resumed the meeting.

- Resolution 2021-107 Permit Payment Refund for B-15.03, L-9.39-48 Balmoral Drive

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to approve Resolution 2021-107.

Roll Call: Aye: Kiernan, Pfefferle

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2021-107 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR PERMIT PAYMENT REFUND B- 15.03, L-9.39, 48 BALMORAL DRIVE, PITTSTOWN, NJ

WHEREAS, payment in the amount of \$343.00 was received from Mt. Salem Electric for a building permit for Block 15.03, Lot 9.39 located at 48 Balmoral Road, Pittstown, New Jersey; and

WHEREAS, said amount was deposited by the Township's Construction Department and forwarded to the Township Clerk for deposit into the township's general checking account; and

WHEREAS, the \$343.00 payment was for a permit for the installation of a generator; and

WHEREAS, due to a conflict of interest, the Alexandria Building Department cannot perform the review and inspections and the permit will need to be forwarded to Kingwood Township to have these services performed.

NOW, THEREFORE BE IT RESOLVED, that the Alexandria Township Finance Officer be authorized to issue a refund check in the amount of \$343. 00 payable to:

Mt. Salem Electric
79 Mt Salem Rd,
Pittstown, NJ 08867

- Ordinance 2021-008 To Provide for the Vacation of an Easement Located on or Formerly B-15, L-6.08 Previously Reserved for Future Public Roadway Purposes-
1st Reading

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to approve Ordinance 2021-008 on 1st reading. **The Public Hearing is scheduled for November 10, 2021 at 7:35 PM.**

Roll Call: Aye: Kiernan, Pfefferle
Nay: None
Abstain: None

Motion Carried

**TOWNSHIP OF ALEXANDRIA
COUNTY OF HUNTERDON
AMENDING ORDINANCE NO. 2021- 008**

AN ORDINANCE OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO PROVIDE FOR THE VACATION OF AN EASEMENT LOCATED ON NOR OR FORMERLY BLOCK 15, LOT 6.08 IN THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY, PREVIOUSLY RESERVED FOR FUTURE PUBLIC ROADWAY PURPOSES

WHEREAS, a fifty (50') foot wide easement was reserved for future roadway purposes on now or formerly Block 15, Lot 6.08, which lot is adjacent to Bonnell Road in the Township of Alexandria; and

WHEREAS, such right-of-way reservation and lot number is shown on a filed map entitled "Final Plat of Whitehall Estates for Filio & Sons" filed on May 23, 1989 in the Hunterdon County Clerk's Office as Filed Map No. 999 a marked-up copy of which is attached hereto as Schedule A; and

WHEREAS, the aforesaid right-of-way appears to have been reserved for roadway purposes in the event adjacent Block 15, Lot 10 was ever developed for subdivision purposes; however, adjacent Block 15, Lot 10 has since been deed-restricted for farmland preservation purposes through the Hunterdon County and New Jersey State Agriculture Development programs, may not be improved with a roadway and may not be developed for residential homes; and

WHEREAS, the Township is also in receipt of a letter dated April 17, 2015 from Aram

Papazian, principal of the current owner of Block 15, Lot 10 stating that the current owner has no need for access from an extension of Bonnell Road through Block 15, Lot 10; and

WHEREAS, the Township has been requested to vacate its interest in the future 50' ROW on Lot 15, Lot 6.08, although it is not clear that this future ROW was intended to be part of the Bonnell roadway which was dedicated by the developer and accepted by the Township in the ordinance the Township adopted on April 14, 1993 pertaining to Bonnell Road because, according to a title search, title still remains in the name of the original developer. However, it is noted that according to the Tax Assessor, Block 15, Lot 6.08 no longer appears on her records; and

WHEREAS, despite the uncertainty of the title issue of now or former Block 15, Lot 6.08, the Township Committee agrees that there is no longer a need for a reservation of a 50' future right-of-way for public roadway purposes as shown on Filed Map #999 and, therefore, agrees that any interest it holds in it as a future road right of way should be vacated.

NOW, THEREFORE BE IT ORDAINED by the Mayor and Township Committee of the Township of Alexandria, County of Hunterdon and State of New Jersey, pursuant to the provisions of N.J.S.A. 40: 67-19, et seq., and any other applicable law: as follows:

SECTION ONE. The Township hereby vacates any interest it has in the 50'-foot-wide future right-of-way reservation as shown within Block 15, Lot 6.08 on the filed map entitled "Final Plat of Whitehall Estates for Filio & Sons" filed on May 23, 1989 in the Hunterdon County Clerk's Office as Filed Map No. 999, in the marked-up portion attached hereto as Schedule A.

SECTION TWO. The Township Clerk is directed to mail notice of this Ordinance to all persons whose lands may be affected by this ordinance in accordance with N.J.S.A. 40:49-6, although it is noted that failure to provide notice shall not invalidate this ordinance, as provided by law.

SECTION THREE. The Township Attorney, Mayor and Administrator/Clerk are hereby authorized to take any and all necessary steps effectuate the vacation of the easement area.

SECTION FOUR. Effective Date.
This ordinance shall take effect immediately upon final adoption and publication according to law, and upon the recording of this ordinance in the Hunterdon County Clerk's office.

NOTE: Mayor Plumer returned to the meeting at 8:30 PM.

- Resolution 2021-108 Waiving of Permit Fees for a Limited Period of Time due to Tropical Storm Ida for Residents

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2021-108.

Roll Call: Aye: Kiernan, Pfefferle, Plumer

Nay: None

Abstain: None

Motion Carried

RESOLUTION 2021-108 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR WAIVING CONSTRUCTION FEES FOR A LIMITED PERIOD OF TIME DUE TO TROPICAL STORM IDA FOR RESIDENTS

WHEREAS, the Township of Alexandria (the “Township”) has encountered flooding from September 1, 2021 to September 3, 2021 where public infrastructure and individual citizens of the Township incurred damages; and

WHEREAS, the Federal Emergency Management Agency (“FEMA”) has received on September 5, 2021 an approved disaster declaration numbered DR-4614 for said flooding event; and

WHEREAS, the Township is desirous of relieving building permit fee burdens for repair work and/or improvements being accomplished solely due to recovery from said flooding event.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Alexandria that building permit fees charged pursuant to Township ordinances shall be waived until November 30, 2021, for repair work and/or improvements accomplished solely due to recovery from said flooding event. Repair work and/or improvements, or subcomponents thereof, accomplished which are not due to said flooding event shall not be eligible for this fee waiver. Upon review of building permit application materials, the Construction Official shall have the authority to:

- 1) Make determination of ineligible repair work and/or improvements; and
- 2) Implement the fee waiver up to and until November 30, 2021.

- Resolution 2021-109 Appointing Keith Zipprich as a Class B DPW Employee

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2021-109. The starting salary for this position per the DPW Contract is \$ 55,764.80.

Roll Call: Aye: Kiernan, Pfefferle, Plumer

Nay: None

Abstain: None

Motion Carried

**RESOLUTION 2021-109 TOWNSHIP OF ALEXANDRIA, COUNTY OF
HUNTERDON, STATE OF NEW JERSEY APPOINTING KEITH ZIPPRICH AS A
CLASS B DPW EMPLOYEE**

WHEREAS, there exists a need to fill a vacancy created by the retirement of Michael Hammerstone of the Department of Public Works; and

WHEREAS, following the review of resumes and interviewing viable candidates it is the recommendation of the Township Administrator and the DPW Foreman to appoint Keith Zipprich as a Class B DPW Employee at the current contract rates; and

NOW THEREFORE BE IS FURTHER RESOLVED that all provisions of the Township Personnel Policies and the collective bargained agreement with Teamsters Local #469 shall be afforded to Keith Zipprich during his employment.

CONSENT AGENDA:

All items listed with an asterisk on the agenda "*" are considered to be routine by the Township Committee and will be enacted by one motion. There will be no separate discussion of these items unless a Committee member or citizen requests, in which event the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.

Motion/Roll Call: Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve the resolutions below on the Consent Agenda.

Roll Call: Aye: Plumer, Kiernan, Pfefferle

Nay: None

Abstain: None

Motion Carried

- 2021-106 Appointing Jordan Swierk as Deputy Registrar

**RESOLUTION 2021-106 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY APPOINTING JORDAN SWIERK AS DEPUTY REGISTRAR**

WHEREAS, the Township of Alexandria is required to have a Certified Deputy Registrar, and;

WHEREAS, Registrar, Michele Bobrowski appoints Jordan Swierk to the position of Deputy Registrar; and

WHEREAS, Jordan Swierk will be required to take the courses offered through the New Jersey Department of Vital Statistics and pass a written exam to become certified as a Deputy Registrar;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey that Jordan Swierk is hereby appointed on October 13, 2021, for a three year term as Deputy Registrar effective October 13, 2021 through October 31, 2024 for the Township of Alexandria. Salary to be paid according to the 2021 budget. This appointment shall take effect immediately.

- 2021-110 Awarding Contract for IT Services

**RESOLUTION 2021-110 TOWNSHIP OF ALEXANDRIA, COUNTY OF
HUNTERDON, STATE OF NEW JERSEY AWARDING CONTRACT FOR IT
SERVICES**

WHEREAS, the Township of Alexandria has the need to hire a consultant for the maintenance and security of the Township IT infrastructure for 2021/2022; and

WHEREAS, Princeton Computer Support, Inc. has upgraded computer systems at the Township and there will be a monthly cost savings to enter into a contract to roll all monitoring into one bill; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this contract in the municipal budget.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Alexandria, County of Hunterdon in the State of New Jersey, that Alexandria Township be authorized to enter into a contract with Princeton Computer Support, Inc. for the period of September 1, 2021 – August 31, 2022. The terms include a fee of \$750 per

month for remote monitoring (\$9,000) and a rate of \$135 per hour for any services provided billed in 15-minute increments.

- 2021-111 Amending Professional Contract Service Award to Tax Attorney Martin Allen, Esq. of Di Francesco, Bateman, Kunzman, Davis, Lehrer, and Flaum

**RESOLUTION 2021-111 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY AMENDING PROFESSIONAL CONTRACT SERVICE AWARD TO
TAX ATTORNEY MARTIN ALLEN, ESQ. OF DI FRANCESCO, BATEMAN, KUNZMAN,
DAVIS, LEHRER, AND FLAUM**

WHEREAS, on January 6, 2021 the Alexandria Township Committee appointed Martin Allen, Esq. of Di Francesco, Bateman, Kunzman, Davis, Lehrer, and Flaum for a one-year appointment from January 1, 2021 to December 31, 2021 as the Township Tax Attorney; and

WHEREAS, on January 6, 2021 the Alexandria Township Committee approved a budgeted amount not to exceed of \$10,000.00 in account number **01-201-20-155-127** for services to be rendered by Township Tax Attorney Martin Allen, Esq. of the Firm of Di Francesco, Bateman, Kunzman, Davis, Lehrer, and Flaum, 15 Mountain Boulevard, Warren, New Jersey 07059.

WHEREAS, on July 14, 2021 the Alexandria Township Committee approved a budgeted amount not to exceed of \$15,000.00 in account number **01-201-20-155-127** for services to be rendered by Township Tax Attorney Martin Allen, Esq. of the Firm of Di Francesco, Bateman, Kunzman, Davis, Lehrer, and Flaum, 15 Mountain Boulevard, Warren, New Jersey 07059.

WHEREAS, the Township Committee budgeted a total of \$15,000.00 for Tax Attorney services (not out-of-pocket expenses) by the Township Tax Attorney for 2021 and bills submitted by Township Tax Attorney Martin Allen, Esq. so far for the year are \$21,729.75 not including out-of-pocket expenses.

NOW THEREFORE, BE IT RESOLVED by the Township of Alexandria as follows:

1. Resolution 2021-029 and 2021-090 is amended to revise the “not to exceed number” and the Alexandria Township Chief Financial Officer shall certify that the amount of, not to exceed \$25,000.00 in excess of the already budgeted amount of \$15,000.00 set by the Township Committee is available in the following account numbered 01-201-20-155-127.

- 2021-112 Amending the Professional Contract Service Award to the Township Engineer Thomas Decker, P.E.

**RESOLUTION 2021-112 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY AMENDING PROFESSIONAL CONTRACT SERVICE AWARD TO
TOWNSHIP ENGINEER THOMAS DECKER P.E.**

WHEREAS, on January 6, 2021 the Alexandria Township Committee appointed Thomas Decker P.E. of Van Cleef for a one-year appointment from January 1, 2021 to December 31, 2021 as the Township Engineer; and

WHEREAS, on January 6, 2021 the Alexandria Township Committee approved a budgeted amount not to exceed of \$15,000.00 in account number **01-201-21-165-020** for services to be rendered by Township Professional Thomas Decker P.E. (Senior Associate) of the Firm of Van Cleef Engineering Associates, LLC, Somerset County Office, 32 Brower Lane, Hillsborough, NJ 08844

WHEREAS, on June 9, 2021 the Alexandria Township Committee approved a budgeted amount not to exceed of \$23,600.00 in account number **01-201-21-165-020** for services to be rendered by Township Professional Thomas Decker P.E. (Senior Associate) of the Firm of Van Cleef Engineering Associates, LLC, Somerset County Office, 32 Brower Lane, Hillsborough, NJ 08844

WHEREAS, the Township Committee budgeted a total of \$23,600.00 for engineering services (not out-of-pocket expenses) by the Township Engineer for 2021 and bills submitted by Township Engineer Decker will be exceeding that by the end of the year.

NOW THEREFORE, BE IT RESOLVED by the Township of Alexandria as follows:

1. Resolution 2021-026 and Resolution 2021-084 are amended to revise the “not to exceed number” and the Alexandria Township Chief Financial Officer shall certify that the amount of, not to exceed \$30,00.00 which is available in the following account numbered 01-201-21-165-020.

APPROVAL OF MINUTES:

- September 8, 2021 Executive Session
- September 8, 2021 Township Meeting
- August 8, 2021 Executive Session
- August 8, 2021 Township Meeting

Comm. Pfefferle made a motion, seconded by Mayor Plumer to approve the above meeting minutes.

Roll Call: Aye: Kiernan, Plumer

Nay: None

Abstain: Pfefferle

Motion Carried

BILL LIST:

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve the October 13, 2021 bill list.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

PUBLIC COMMENT ON GENERAL MATTERS:

Township Residents and Alexandria Equestrian Association (AEA) Members Judy Tucker and Katie Wigness were present to discuss the reoccurring issues at the park barn due to the roof being replaced. Nails are still being found in the footing and recently a roof clip was found lying on top of the footing as well. AEA has done multiple sweeps of the footing and believe that the nails being found are from nails that fell on the rafters. The AEA would like the roofing contractor to go up on a ladder and see what debris is found on the rafters and clean them or the DPW. AEA had an electrician in the barn and will ask them if they saw anything on the rafters. The AEA is convinced that the footing will need to be replaced but don't want to invest in a new footing unless they are sure there is no more nails falling on the footing. The AEA would like the DPW to assist them in hauling away the old footing which is composed of a rubber/sand mixture. The footing will fill 7 tandem trucks carrying approximately 140 yards of footing. A leak was discovered by Comm. Kiernan during Tropical Storm Ida. The roofing contractor was advised of the leak and had someone come in and make repairs to the area that Comm. Kiernan observed. No additional leaks have been discovered. Township Attorney Dragan will review the roof bid and contract to see what clean up was required of the roofing company.

CORRESPONDENCE/ANNOUNCEMENTS:

- Alexandria Township will be holding its 1st Trunk or Treat and Jack-o-Lantern contest on Saturday, October 23, 2021 from 2:00 PM-4:00 PM (Rain Date: Sunday, October 31, 2021 2:00 PM to 4:00 PM at the Alexandria Park.
- Alexandria Township Town Wide Yard Sale Day is scheduled for Saturday, October 16th from 8:00 AM to 3:00 PM. Individuals interested in participating can contact the Township Clerk to register. No permits are required.

Township Clerk/Administrator Bobrowski will post Trick or Treating hours for October 31, 2021 on the Township website.

- **Motion to Approve Open Public Meeting Resolution for EXECUTIVE SESSION:**

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to go into Executive Session. (8:35 PM)

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Open Public Meetings Act RESOLUTION- Executive Session

WHEREAS, N.J.S.A. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist:

NOW, THEREFORE, BE IT RESOLVED by the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:

_____ A confidential or excluded matter under Federal or State Law or Court Rule.

_____ A matter involving information that may impair the Township's rights to receive funds from the United States Government.

_____ A matter constituting an unwarranted invasion of an individual's privacy rights.

_____ Collective Bargaining Agreement or negotiation of the Agreement.

_____ Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.

- _____ Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.
- _X_ Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.
Beneduce Vineyards
Quakertown Fire Company Contract
- _____ Matters falling within the attorney-client privilege.
- _X_ Personnel matters involving a specific employee or officer of the Township.
Creek Road Incident
Mike Hammerstone Retirement
- _____ Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.
3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.
 4. The executive session minutes will be placed on file in the township clerk's office and will be available to the public as provided for by New Jersey law.
 5. This Resolution shall take effect immediately.

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to return to Public Session

(9:11 PM).

Roll Call: Aye: Plumer, Kiernan, Pfefferle

Nay: None

Abstain: None

Motion Carried

The following matters were discussed in Executive Session:

- Beneduce Vineyards

The CADB decided on the matter. Some concessions were made pertaining to traffic management and Beneduce will be required to file this management plan annually with the Township Clerk. The resolution will be approved at the next CADB meeting on October 14th.

- Michael Hammerstone

Matter to stay in Executive Session

- Creek Road Incident

Matter to Stay in Executive Session

- Quakertown Fire Co. District

Matter to Stay in Executive Session

- Park Barn Roof

Township Clerk/Administrator Bobrowski will forward a copy of the contract to Twp. Atty. Dragan to see who is responsible for cleanup and to what extent the cleanup needed to be done.

MOTION TO ADJOURN

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to adjourn at 9:15 PM.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 9:15 PM.

Respectfully Submitted:

Michele Bobrowski, CMC/RMC

Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of October 13, 2021 and certify that said Minutes were approved by the Township Committee on the 8th day of November 2021.

Gabe Plumer, Mayor